

**APPROVED
MINUTES
OF THE
EAST GRAND FORKS
CITY COUNCIL**

Tuesday, September 15, 2009 – 5:00 PM

CALL TO ORDER:

The Regular Meeting of the East Grand Forks City Council for September 15, 2009 was called to order by Council President Dick Grassel at 5:00 P.M.

CALL OF ROLL:

On a Call of Roll the following members of the East Grand Forks City Council were present: Mayor Lynn Stauss, Council President Dick Grassel, Council Vice President Henry Tweten, Council Member Marc Demers, Craig Buckalew, Wayne Gregoire, Mike Pokrzywinski, and Greg Leigh.

STAFF PRESENT:

Scott Huizenga, City Administrator; Michelle French, Executive Assistant; Ron Galstad, City Attorney; Greg Boppre, City Engineer; Mike Hedlund, Police Chief; John Wachter, Public Works Superintendent; Randy Gust, Fire Chief; Dave Aker, Parks & Rec Superintendent; Jerry Lucke, Finance Director; Dan Ollhoff, MPO Intern; Dan Boyce, Water & Light Manager; Nancy Ellis, Senior Planner; and Mike Hedlund, Police Chief.

DETERMINATION OF A QUORUM:

The Council President Determined a Quorum was present

PLEDGE OF ALLEGIANCE:

OPEN FORUM:

“An opportunity for members of the public to address the City Council on items not on the current Agenda. Items requiring Council action maybe deferred to staff or Boards and Commissions for research and future Council Agendas if appropriate.”

APPROVAL OF MINUTES:

1. Consider approving the minutes of the “Regular Meeting” for the East Grand Forks, Minnesota City Council of September 1, 2009.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER GREGOIRE, TO APPROVE THE “REGULAR MEETING” FOR THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL OF SEPTEMBER 1, 2009.

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Voting Aye: Tweten, Gregoire, Leigh, Pokrzywinski, DeMers, Grassel, and Buckalew.

Voting Nay: None.

2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of September 8, 2009.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER BUCKALEW, TO APPROVE THE “WORK SESSION” FOR THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL OF SEPTEMBER 8, 2009.

Voting Aye: Tweten, Gregoire, Leigh, Pokrzywinski, DeMers, Grassel, and Buckalew.

Voting Nay: None.

SCHEDULED BID LETTINGS: NONE.

SCHEDULED PUBLIC HEARINGS: NONE.

CONSENT AGENDA:

Items under the “Consent Agenda” will be adopted with one motion; however, council members may request individual items to be pulled from the consent agenda for discussion and action if they chose.

3. Consider approving the application for an Exempt Gambling Permit for a raffle for the Red River Lions Club to be held November 12, 2009 at the Eagles Club, 227 10th St. NW, East Grand Forks, MN 56721 and waive the 30-day waiting period.
4. Consider approving the Dacotah Aerie No. 350, Fraternal Order of Eagles, application for a Temporary Liquor License for the St. Michaels Fall Festival to be held on October 24, 2009 at Sacred Heart School/Church in East Grand Forks, MN 56721.
5. Consider approving the Memorandum of Agreement for the Minnesota Unified Certification Program for Disadvantaged Business Enterprises.
6. Consider approving the Winter Equipment Lease with Ziegler for \$4465 (includes 100 hours) per month plus \$50 per hour of overtime and freight.
7. Consider approving the change order request for “2008 City Project No. 1 – Wastewater Improvements” - in the amount of \$116,352.00 (\$102,072.00 is Water & Light cost).
8. Consider approving and filing of the East Grand Forks Sign Replacement Plan.
9. Consider approving the Civic Recreation Center and VFW Memorial Arena Lease Agreement between the City of East Grand Forks and the Independent School District No. 595 for \$93,500.
10. Consider adopting Resolution No. 09-09-61 a Resolution to support the Minnesota Department of Natural Resources boat ramp to be replaced in LaFave Park.

11. Consider approving the Bon-Fire Permit for the East Grand Forks Senior High to hold a bonfire for homecoming by the River in LaFave Park on October 4, 2009 from 7:30 p.m. to 10:00 p.m.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER DEMERS, TO APPROVE CONSENT MOTIONS NUMBER THREE (3) THROUGH ELEVEN (11) AS SUBMITTED.

Voting Aye: Tweten, Gregoire, Leigh, Pokrzywinski, DeMers, Grassel, and Buckalew.
Voting Nay: None.

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS AND COMMISSIONS:
NONE.

COMMUNICATIONS: NONE.

OLD BUSINESS:

12. Consider approving the application for a special event for a 10 hour Adventure Race from 8:00 a.m. to 8:00 p.m. on September 26, 2009 contingent upon Polk County Sheriff's Department approval.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER BUCKALEW, TO APPROVE THE APPLICATION FOR A SPECIAL EVENT FOR A 10 HOUR ADVENTURE RACE FROM 8:00 A.M. TO 8:00 P.M. ON SEPTEMBER 26, 2009 CONTINGENT UPON POLK COUNTY SHERIFF'S DEPARTMENT APPROVAL.

Voting Aye: Tweten, Gregoire, Leigh, Pokrzywinski, DeMers, Grassel, and Buckalew.
Voting Nay: None.

NEW BUSINESS:

13. Consider adopting Resolution No. 09-09-62 a Resolution approving the 2009 tax levy collectable in 2010 for a total amount of \$2,981,271 and set the Truth in Taxation Hearings for December 1, 2009 at 7:00 p.m. with a continuance hearing December 15, 2009, 7:00 p.m. if necessary.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO ADOPT RESOLUTION NO. 09-09-62 A RESOLUTION APPROVING THE 2009 TAX LEVY COLLECTABLE IN 2010 FOR A TOTAL AMOUNT OF \$2,981,271 AND SET THE TRUTH IN TAXATION HEARINGS FOR DECEMBER 1, 2009 AT 7:00 P.M. WITH A CONTINUANCE HEARING DECEMBER 15, 2009, 7:00 P.M. IF NECESSARY.

Voting Aye: Tweten, Gregoire, Leigh, Pokrzywinski, DeMers, Grassel, and Buckalew.
Voting Nay: None.

14. Consider adopting Resolution No. 09-09-63 a Resolution to approve the 2010 preliminary budget.

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Council Member Leigh stated that the City Council is setting the tax levy at the maximum but will definitely look at lowering the budget at the upcoming budget meetings.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER GREGOIRE, TO ADOPT RESOLUTION NO. 09-09-63 A RESOLUTION TO APPROVE THE 2010 PRELIMINARY BUDGET.

Voting Aye: Tweten, Gregoire, Leigh, Pokrzywinski, DeMers, Grassel, and Buckalew.
Voting Nay: None.

CLAIMS:

15. Consider adopting Resolution No. 09-09-64 a Resolution authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check number 4150 for a total of \$657.92 whereas Council Member Buckalew is personally interested financially in the contract.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER LEIGH, TO ADOPT RESOLUTION NO. 09-09-64 A RESOLUTION AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM HARDWARE HANK THE GOODS REFERENCED IN CHECK NUMBER 4150 FOR A TOTAL OF \$657.92 WHEREAS COUNCIL MEMBER BUCKALEW IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.

Voting Aye: Tweten, Gregoire, Leigh, Pokrzywinski, DeMers, and Grassel.
Voting Nay: None.
Abstain: Buckalew.

16. Consider authorizing the City Administrator/Clerk-Treasurer to issue payment of recommended bills and payroll.

Acme Electric Companies	Bit/Air Compressor/Jigsaw Blade	\$855.37
Advanced Business Methods	Minotta Contract End/Savin Contract Start	\$233.42
Albrecht Manufacturing	Inv Parts	\$164.20
All Pro Embroidery	Job Shirts w/ Embroidery	\$450.00
All Seasons Garden Center	Plants For Planter In Park/Campground	\$409.03
American Tire Service	Tire Repair #113 & #614	\$262.50
Ameripride Linen & Apparel Services	Mop/Cleaning Supplies/Laundry	\$320.44
Aqua Water Solutions	Water Service	\$84.10
Barta Alex	Summer Ice Shut Down	\$145.00
Big Jim's East Side Tire	Flat Tire Repair	\$6.00
Border States Electric Supply	Lamps/Lights	\$162.08
Business Essentials	Glue/Labels/Paper/Printer Ink	\$184.87
C&R Laundry & Cleaners	Dry Cleaning Aug & July 2009/PD & FD	\$872.62
California Contractors Supplies Inc	Safety Glasses	\$160.56
Carquest Auto Parts	Hyd Parts #614	\$40.20
Coalition of Greater MN Cities	2010 CGMC Dues Assessment	\$11,006.00

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Complete Pest Control Inc	Pest Control FD/Sherlock Park/Zavoral Park	\$288.58
Dacotah Aerie No. 350	EDHA Dinner	\$632.29
Dacotah Paper Co	Rinesol/Glass Cleaner	\$116.11
Davis & Stanton	Award Pins	\$27.00
Daydreams Specialities	Plaque Awards/Name Tags	\$47.00
Digital-Ally Inc	Mirror Mounts & Antenna	\$37.50
Eagle Electric	RW Power Outage	\$215.31
Explorer Post #38	Squad Washings	\$50.00
Exponent	Public Hearing/Budget/Auction Ad/PD & FD Employment	\$700.22
Forx Rent All	Wireless Mike Rental	\$93.93
G&K Services	Mats	\$225.36
Gaffaneys	Calendar/Supplies	\$68.89
Garden Hut Inc	V-Belts	\$57.86
George's Quick Printing	Towed Vehicle Permits	\$38.48
GF City Utility Billing	Landfill 0809	\$14,237.60
GF Herald	Police Auction	\$191.93
GF Welding & Machine	Repair Gate/Fire Ringg - Campground	\$314.66
GGF Convention & Visitors Bureau	July 2009 Lodging Tax	\$1,494.88
Gopher State Lawn Sprinklers	Wires/Pipe Repair to Fountain/Sprinkler Head	\$942.10
Grand Cities Towing	Towing/Mazda Pickup	\$90.00
Grand Forks City	Camera System For Busses	\$5,188.00
Grand Forks Taxi Company & CCCU	Dial A Ride Aug 09	\$2,130.95
Greater Grand Forks Inter-Agency Forum	Agency Registration Fee	\$40.00
Hajicek Rick	Cleaning 8/24-8/28	\$133.00
Hajicek Rod	Camera/Case/Memory Card/Meal Reimb	\$175.52
Hardware Hank	Maint Supplies	\$657.92
Hawkins Chemical	Chlorine	\$889.20
Heartland Paper	Misc Supplies	\$1,719.13
Hugo's	Misc Supplies	\$196.16
Hussey Plumbing	Fix Toilet	\$404.25
Integra Telecom	LD Phone	\$175.30
Johnson Erin	Reimb Supplies To Make CAFR Reports	\$17.55
Kar Products	Inv Parts	\$110.49
Kellermeyer Building Service	Cleaning Service	\$748.13
League of MN Cities	09-10 Membership Dues	\$6,408.00
Lumber Mart	Sign Repair/Posts/Lumber	\$175.06
M&W Services	Weed Application	\$278.45
Minn-Dak Asphalt Inc	Gateway Dr-NE Overlay	\$14,012.24
Nelson Dillon	Boots	\$75.00
Newman Signs	Sign Rental	\$2,370.00
NFPA	Fire Prevention Banners	\$106.15
O'Reilly Auto Parts	Inv Parts #171/Battery	\$118.22
Odland Fitzgerald Reynolds & Harbott PLLP	Criminal Appearances 7/7/09 - 8/21/09	\$704.00
Peterson Veterinarian Clinic P.C.	Pound Report Aug 09	\$746.86

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Praxair Distribution	Cylinder Rental	\$18.47
Premium Waters Inc	Water Service Admin/FD	\$44.00
Railroad Mgmt Co III LLC	Sewer Pipeline - 12/09 - 12/10	\$90.75
Reed Business Information	Bid Postings	\$472.32
Revolutions Power Sports	Inv Parts #327	\$281.81
Rivards Turf & Forage	Seed	\$787.99
Rydell Chevrolet	Repair Parts #302	\$92.93
Sherwin-Williams	Paint	\$31.89
Simonson Station Stores	PD Aug 09 Car Wash	\$526.81
Stennes Granite	2 O/C Graves/Replace Vases	\$587.00
Steve Sondreal Construction	Sidewalk Replacement 1209 4th Ave Kevin Boushee	\$1,575.00
Strata Corp	Cement	\$538.99
Strata Corp	Campground	\$548.25
Streichers	Patrol Uniforms	\$2,925.92
Sun Dot Communications	DSL City Hall/Sr Center	\$126.99
Sunshine Terrace	Reimb Petty Cash	\$91.65
Tiger Direct.com	EDHA Computer	\$296.43
Tony Dorn Inc	Copier Fees	\$173.12
Uniforms Unlimited Inc.	Uniforms/Patrol	\$161.00
Vanderhoof Lynda	Reimb Supplies For Picnic & Dance	\$126.08
Waste Mgmt	Metal Box/Greensite/RW/Recycle Center	\$5,580.55
Water & Light Department	W&L Charges	\$44,452.16
Weisser Jim	Refund/Double Paid Resue Unit Fee	\$40.00
Xcel Energy	211 DeMers	\$300.55
Zavoral Paul	Black Dirt	\$10.00
		<u>\$132,686.33</u>

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER BUCKALEW, TO AUTHORIZE THE CITY ADMINISTRATOR/CLERK-TREASURER TO ISSUE PAYMENT OF RECOMMENDED BILLS AND PAYROLL.

Voting Aye: Tweten, Gregoire, Leigh, Pokrzywinski, DeMers, Grassel, and Buckalew.

Voting Nay: None.

COUNCIL/STAFF REPORTS:

Council Vice President Tweten talked to the City Administration on ways to reduce the budget. He would like the Council President and other Council Members discuss the budget with the City Administrator. He announced that this budget also sets the 2011 and 2012 budgets as well. He would like everyone to have the opportunity to express their views.

Council Member Leigh announced that the City Council will be holding public forums to discuss the budget and tax levy.

Council Member Pokrzywinski would like to express his views on the budget.

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Council President Grassel announced that business hwy 2 is getting cleaned up.

Mr. Galstad stated that he is looking at cleaning up problem areas. He announced that Water & Light is negotiating with Halstad Telephone to lease fiber optic.

Mr. Gust announced that the Fire Department will be having an open house on October 5th from 6 p.m. to 8 p.m.

Mr. Wachter informed City Council that Fall Cleanup will be held September 28 through October 2. The hazardous waste and electronic drop off will be October 3 from 9 a.m. to 3 p.m. at the Parks Shop.

Mr. Aker stated that the Parks Department is starting to take down trees and is receiving quotes for stump removal.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER DEMERS, TO ADJOURN THE SEPTEMBER 15, 2009 REGULAR MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:16 P.M.

Voting Aye: Tweten, Gregoire, Leigh, Pokrzywinski, DeMers, Grassel, and Buckalew.

Voting Nay: None.

Scott Huizenga, City Administrator/Clerk-Treasurer